



FEDERAL INFORMATION
PROCESSING STANDARDS PUBLICATION

1976 SEPTEMBER 1

U.S. DEPARTMENT OF COMMERCE / National Bureau of Standards



COBOL CODING FORM

JK
468
.A8A3
NO. 44
1976

ATEGORY: SOFTWARE
UBCATEGORY: DOCUMENTATION

Edward O. Vetter, *Under Secretary*Dr. Betsy Ancker-Johnson, *Assistant Secretary for Science and Technology*NATIONAL BUREAU OF STANDARDS • Ernest Ambler, *Acting Director*

Foreword

The Federal Information Processing Standards Publication Series of the National Bureau of Standards is the official publication relating to standards adopted and promulgated under the provisions of Public Law 89-306 (Brooks Bill) and under Part 6 of Title 15, Code of Federal Regulations. These legislative and executive mandates have given the Secretary of Commerce important responsibilities for improving the utilization and management of computers and automatic data processing systems in the Federal Government. To carry out the Secretary's responsibilities, the NBS, through its Institute for Computer Sciences and Technology, provides leadership, technical guidance, and coordination of government efforts in the development of technical guidelines and standards in these areas.

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ERNEST AMBLER, *Acting Director*

Abstract

This publication provides a standard COBOL Coding Form (SF-268) together with an explanation of its use and physical specifications. The standard form is based upon a review and analysis of numerous COBOL coding forms being used throughout the Federal Government. The development of the standard form was accomplished through the cooperative efforts of FIPS Task Group 9 (COBOL) under the auspices of the National Bureau of Standards and the Interagency Reports and Standards Forms Division of the National Archives.

It is anticipated that significant economic benefits will be realized by Federal departments and agencies as a result of the availability of a single standard form for government-wide use. This standard conforms to the provisions of Federal COBOL (FIPS 21-1).

Key words: COBOL; COBOL coding form; Federal Standard COBOL; Federal Information Processing Standard; software; standards conformance.

Nat. Bur. Stand. (U.S.), Fed. Info. Process. Stand. Publ. (FIPS PUB)
44, 3 pages (1976) CODEN: FIPPAT

NOV 23 1976

FIPS PUB 44

Federal Information Processing Standards Publication 44

1976 September 1

ANNOUNCING THE STANDARD FOR

COBOL CODING FORM



Federal Information Processing Standards Publications are issued by the National Bureau of Standards pursuant to the Federal Property and Administrative Service Act of 1949 as amended, Public Law 89-306 (79 Stat. 1127), and as implemented by Executive Order 11717 (38 FR 12315, dated May 11, 1973), and Part 6 of Title 15 Code of Federal Regulations (CFR).

Name of Standard. COBOL Coding Form.

Category of Standard. Software, Documentation.

Explanation. This publication provides a standard COBOL Coding Form (SF-268) together with an explanation of its use and physical specifications. The standard form is based upon a review and analysis of numerous COBOL coding forms being used throughout the Federal Government. The development of the standard form was accomplished through the cooperative efforts of FIPS Task Group 9 (COBOL) under the auspices of the National Bureau of Standards and the Interagency Reports and Standards Forms Division of the National Archives.

Approving Authority. Secretary of Commerce.

Maintenance Agency. Department of Commerce, National Bureau of Standards (Institute for Computer Sciences and Technology).

Related Documents.

- a. Federal Information Processing Standards Publication 21-1, COBOL.
- b. American National Standard X3.23-1974, COBOL.
- c. Federal Information Processing Standards Publication 33, Character Set for Handprinting.

Applicability. The standard COBOL Coding Form is provided for use in the coding of COBOL source programs. It is also for use as an input document in the transcription of COBOL source programs to a medium acceptable to computer systems.

Implementation Schedule. This standard becomes effective 30 days after publication. Federal departments and agencies, based upon their specific operational requirements will develop and provide implementing instructions for the use of this standard within their organization as appropriate.

Specifications. The standard COBOL Coding Form (affixed) is designed to accommodate the COBOL reference format, provide space for general identifying information and provide a guide for hand printed characters. The form has been reduced to facilitate inclusion in this publication. The standard form will be 21.59 cm (8½ inches) by 35.56 cm (14 inches).

- a. **Heading Blocks.** The space in the heading blocks is provided to meet the minimal requirements of general use. Included is space to specify the Job Number, Program, Name (Programmer Name, Organization Name, etc.), Installation, Page Number, Date, and Special Information and Instructions.
- b. **Hand Printing Guide.** The programming subset of characters for hand printing as specified in FIPS Publication 33 is included as an aid. Only the COBOL character set is listed. The characters are listed in the standard collating sequence (low (left) to high (right)) as prescribed in American National Standard X3.4-1968 and FIPS PUB 1 (ASCII).
- c. **Body.** The body of the standard COBOL Coding Form is designed to accommodate the reference format specifications contained in American National Standard

X3.23-1974, section I, paragraph 5.8. The four major sections of the reference format (sequence number, indicator area, area A and area B) are delineated by broken vertical lines.

Where to Obtain Copies. Copies of this publication are for sale by the National Technical Information Service, 5825 Port Royal Road, Springfield, Virginia 22161. Refer to Federal

Information Processing Standards Publication 44 (FIPS PUB 44).

Copies of the Standard Form 268, COBOL Coding Form are available as a GSA Federal Supply Stock Item, NSN 7540-01-020-2761. The forms will be issued in units of 50 copies to a pad. Supplies and price information for Standard Form 268 should be obtained from the nearest GSA supply distribution facility.

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